

11/10/2015

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**Minutes of the Regular Meeting
Of the Board of Library Trustees
June 2, 2015**



TRUSTEES PRESENT: Betsy Megas, Peter Yoon, Ashish Mangla, Kathy Watanabe, Barbara Vance

EXCUSED ABSENCE: None

STAFF PRESENT: Hilary Keith, City Librarian
Hillary Brookshire, Senior Library Assistant-Administration
Erin Ulrich, Program Coordinator, Youth & Extension Services

MEMBERS OF
THE PUBLIC: Librarian from Santa Clara County Library

MATTERS FOR COUNCIL ACTION:
None

I. CALL TO ORDER

Chair Megas called the meeting to order at 6:34 p.m.

II. MINUTES OF THE MAY 4, 2015 MEETING

Chair Megas asked for comments or corrections to the minutes of the May 4, 2015 Board of Library Trustees meeting. Finding no corrections, Trustee Mangla made a motion to accept the minutes as written, seconded by Trustee Vance. The motion passed unanimously.

III. CORRESPONDENCE

The City Librarian shared a letter from former City Librarian Susan Fuller.

IV. GIFTS

Trustee Vance reported the following for Tracy Wingrove, Executive Director of the Library Foundation and Friends: The Library Foundation and Friends received a \$15,000 gift from Keypoint Credit Union to support the Summer Reading Program. Trustee Megas made a motion to accept the \$15,000 gift with a second from Trustee Yoon. The motion passed unanimously.

V. PUBLIC PRESENTATIONS

A. Library Foundation

B. Summer Reading Program – Erin Ulrich

Erin Ulrich, Program Coordinator for the Youth Services Division, reviewed upcoming programming for kids, teens, and adults. Monday evenings are the most popular events, with such family favorites as PAMPA Indian Classical Dance Group, Alphabet Rockers, Prairie Rose Band, and Silicon Valley Korean School Dance Group, all held at the Central Park

Pavilion. Teens can look forward to making Candy Sushi, Superhero Sock Puppets, Bleach Pen T-Shirts, and a Zombie Fest, while adults will enjoy live piano music in the Library lobby, The Sound of Music Movie Sing Along, and a Santa Clara Chorale Performance. Additional events are also being held at the Mission and Northside branch libraries.

VI. OLD BUSINESS

A. JL Design Institute

The City Librarian and Senior Library Assistant Bruce McGuire recently attended the JL Design Institute in San Diego. They met the architect, David Schnee, of Group 4 who had designed the new Central Park Library. Design of libraries should provide flexibility to evolve, change uses of spaces.

B. Central Studio Celebration – May 19, 2015

The Central Library celebrated the opening of the newest creative area, Central Studio. Approximately 80 people attended the event.

VII. NEW BUSINESS

A. Mission Library – 60 Years Celebration – October 2015

The Mission Library Family Reading Center will celebrate their 60th Anniversary on October 24, 2015. It will have a 50's theme, The American Dream Continues. Planned activities include a parade around the library, a sock hop, a Portuguese marching band, the Vanguard Marching Band, and possibly the Santa Clara High School band. The Library Foundation will help to fund the celebration.

B. Carpeting – Possible Library Closure Dates

New carpeting will be installed at the Central Park Library during the December holidays, with a reopening on January 2, 2016. Banners will be set up outside to announce the closure and list limited services. Signs announcing the closure will also be posted at Mission and Northside branch libraries. Announcements will also be on social media, in the San Jose Mercury News and Santa Clara Weekly, and on the Library's website. Basic library services will be available in the Redwood Room, and signage will be posted that patrons may also use Mission Library and the Northside Library.

C. Re-opening with New Refreshed Collection and Carpet

Tentative plans are to have a re-opening party in January 2016.

D. CIP Appropriations

The City Council approved enough funding for the Mission Library renovation. There will not be a new media lab this year, but space will be made available. Funding is available to upgrade ILS and migrate to Sierra. Northside Library will have new shades installed, and Central Library will have new chairs.

VIII. CITY LIBRARIAN'S REPORT

A. Library Monthly Report – March 2015

The library will be looking at some different statistics to possibly report in the future, such as how many people found jobs or started a new business as a result of using the Library's resources. Measure the effectiveness of our programs and services in the community. The

Board asked about what kind of patron suggestions were received, and the City Librarian said she would present some to the Board at the next meeting.

B. Activities

The City Librarian announced that, starting July 1, 2015, the Central Park Library will be restoring evening hours and will be open four nights until 9:00 p.m.

C. Personnel

The City Librarian stated that two (2) Librarian I's have been selected: Justin Wasterlain was promoted to Librarian I in Adult Services and Jenny Gregg was a new hire (formerly as-needed) in Youth Services. Additional as-needed hours will help with summer extra hours. The Assistant City Librarian position: Interviews this week on Thursday, with final interviews on Friday. Two new Library Assistants will be hired: one for Northside Library and one to replace Justin Wasterlain in Circulation.

IX. MATTERS OF TRUSTEE INTEREST

Trustee Yoon stated that he would be receiving an award in Union City and that he was inviting the City Librarian, City Manager, and Mayor. The City Librarian stated that Library programming dates will be checked against Board meetings to allow Board members to attend programs. Trustee Mangla asked about renewal periods for Santa Clara City Library cards and could the timeframes be reviewed against other libraries.

X. REPORTS OF TRUSTEE CONFERENCE AND TRAVEL

None

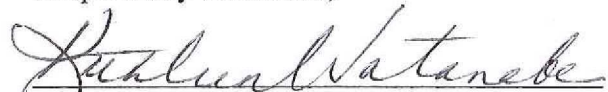
XI. CALENDAR

- A. No Board of Library Trustees meeting in July 2015
- A. Monday, August 3, 2015, Board of Library Trustees Meeting, 6:30p.m., Library Board Room
- B. Friday & Saturday, July 3, & 4, 2015 – City Holiday – Library Closed

XII. ADJOURNMENT

There being no further business, Trustee Vance made a motion to adjourn the meeting at 7:45 p.m. to Monday, August 3, 2015 in the Central Library Board Room, with a second from Trustee Yoon. The motion passed with a unanimous vote.

Respectfully submitted,



Kathleen Watanabe

Secretary to the Board of Library Trustees